

**JOINT MEETING OF ADMINISTRATION COMMITTEE/LABOR RELATIONS & EMPLOYEE
SERVICES COMMITTEE**

March 2, 2018

Minutes

Committee members present: Chairman Dave Hintz, Robb Jensen, Bob Mott and Billy Fried.
Members absent: Ted Cushing

Call to order: Chairman Hintz called the meeting to order at 9:30 a.m. in Committee Room Two of the Oneida County Courthouse. The meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting law and the facility is handicap accessible.

Approve agenda: Motion by Jensen/Mott to approve today's agenda with the order of items at the Chair's discretion. All aye; motion carried.

Approve minutes: Motion by Fried/Jensen to approve the minutes of 2/12/2018. All aye; motion carried.

Out-of-state / out-of-county travel request(s)

Rebecca Lohagen, Public Health Nurse – traveling to San Diego, CA 3/26/2018-3/29/2018 and traveling to Atlanta, GA 4/16/2018 – 4/20/2018. Marta Koelling, Health Department Assistant Director, explained that Rebecca Lohagen is the public health emergency preparedness specialist and everything will be paid for by a scholarship with the exception of her hours.

Traci Caswell, ADRC Specialist - Attendance at the American Society on Aging (ASA) Conference, San Francisco, CA 3/26/2018-3/29/2018. Dianne Jacobson stated that this is being paid for by the ADRC of the Northwoods.

Motion by Jensen/Mott to approve the out-of-state travel requests for Rebecca Lohagen and Traci Caswell as presented. Discussion regarding the funding. Jensen requested that a summary be provided to the committee after the travel to discuss what was learned. All aye; motion carried.

Resolution granting easement to the Town of Crescent for N. Rifle Road. Joe Brauer and Brian Desmond explained the history of the resolution and the land. Discussion regarding the road and the necessity to have the quit claim deed and easement. Motion by Mott/Jensen to approve the resolution named N Rifle Rd Easement and to forward it onto the County Board for approval as a consent agenda item. All aye; motion carried.

Municode proposal to publish Oneida County's Code of Ordinances. Desmond stated that 3-4 years ago the County took back the responsibility of maintaining the County Code. Desmond reported that this has become a challenge and he would like to propose that the County go back to using municode as a system to maintaining our County Code. Desmond explained the proposal. Discussion of the proposal, the cost and the need for the service. Committee would like Desmond to speak with Karl Jennrich and Jack Flint to look further at this service and bring this back to the Administration Committee in April.

Oneida/Vilas Transit Commission

Resolution Oneida/Vilas Transit Commission approval to borrow funds. Erv Teichmiller and Ronald De Bruyne from the Vilas County Board were present. Hintz explained that this resolution is to approve the Transit Commission to borrow the money for the buses. Hintz reported that a similar resolution was passed by the Vilas County Board earlier this week. De Bruyne read the resolution that was passed by the Vilas County Board. Hintz explained the history of the resolution. Mott presented a handout explaining the loan request, the grant that has been approved through the State and other funding. Teichmiller explained the funding and the money that has been raised to cover the balance needed to cover the local share. Motion by Fried/Jensen to forward the resolution to approve Vilas Transit Commission to borrow funds to the Full County Board for their consideration. Jensen, aye; Hintz, aye; Fried, aye; Mott, abstained; Motion carried.

Oneida/Vilas Transit Commission progress report/business plan. Mott presented the Oneida-Vilas Transit Commission business plan that has been developed by Joel Gottsacker and Erv Teichmiller at the request of Dave Hintz. Mott went over the business plan and gave a summary of what is included. Discussion regarding the business plan, services offered, future plans for how rides are offered, fares, operating expenses, staffing levels, equipment, and budget. Discussion regarding the current financial status. Mott explained that in April the Commission will be coming back to the administration committee to request permission to purchase fuel from the Highway Department and to make payment when federal dollars come in, permission to make payment for insurance when the federal dollars come in and permission for transit to borrow up to \$75,000 from Oneida and Vilas Counties to be used as needed until federal dollars come in. Discussion regarding the reserve amount request and the mechanics of how that may work. Mott reported that the transit manager resigned and they are currently searching for the replacement and hoping to have someone on the job by early June. Gerald Anderson, resident, questioned the routes and how residents receive the information. De Bruyne thanked the committee for asking the tough questions.

11:34 – Recess for 10 minutes

11:39 – Return to session

Vouchers, reports, purchase orders, line item transfers and updates:

Finance

- Medical Examiner line item transfer from Contingency – Smith explained the line item transfer. Smith reported that \$4123.00 is needed from contingency. Smith reported that Mathein has \$10,000.00 set aside for a future car purchase and that money could be used to cover his overages, however, that would leave only \$6000 to be carried forward for a future vehicle purchase. Discussion regarding how to handle this. Motion by Mott/Hintz for the \$4123.00 overage to be taken from the \$10,000.00 vehicle replacement fund with the balance staying in the vehicle replacement fund. Discussion regarding the funding. Mott, nay; Fried, nay; Hintz, nay; Jensen, nay; motion fails.
Motion by Jensen for the \$4123.00 deficit to come out of contingency for the medical examiner. Mott, aye; Fried, aye; Hintz, aye; Jensen, aye; motion carried.

- Smith presented her vouchers. Motion by Hintz/Jensen to approve the vouchers as presented from Finance. All aye; motion carried.

Treasurer

- Motion by Jensen/Mott to approve the line item transfer for the Treasurer's office. All aye; motion carried.
- Statement(s) of cash – January: Ostermann presented and explained the January statement of cash report.

ITS

- Motion by Mott/Jensen to approve the ITS vouchers as presented by ITS. All aye; motion carried.
- IT Planning update – Flint presented the monthly planning update.

County Clerk

- Motion by Jensen/Hintz to approve the County Clerk vouchers and line item transfers as presented. All aye; motion carried.

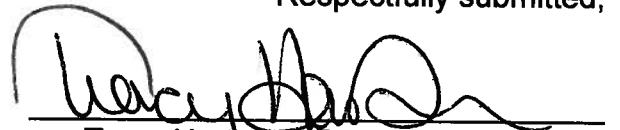
Public comment/communications: None

Dates and items for future agenda/meetings: The next administration committee meeting will be held on April 5, 2018 at 9:00 a.m. Future topics: Municode.

Adjourn

Motion Jensen/Mott to adjourn at 12:54 p.m. All aye; motion carried.

Respectfully submitted,


Tracy Hartman, Recording Secretary
Oneida County Clerk



David Hintz, Chair